



**Job Title: School Social Worker- Mumford High School**

**Reports to:** Principal

**Primary Purpose:**

The Social Worker will provide a problem-solving service to children and their families. S/he will serve as a member of diagnostic teams and member of educational planning and placement committees, and provides biological, psychological and sociological assessment information.

**QUALIFICATIONS**

**Education/Certification**

- Master's Degree
- Appropriate Michigan State Teaching Certification or eligibility for such certification
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.
- Ability to establish and maintain effective relationships with students, peers and parents.
- Skill in oral and written communication.
- Ability to perform duties with awareness of all district requirements and Board of Education policies.

**Essential Functions:**

- Counsel individuals and small groups of students with problems interfering with their social, emotional and educational development.
- Maintain referral sources and refer students and their families to local and regional resources
- Consult with teachers, staff and parents to meet the developmental needs of students.
- Consult with administration, teachers and staff on an ongoing basis regarding school climate issues.
- Required to be a member of the Crisis Response Team and facilitate prevention, education and intervention activities in response to critical incidents. Support students, their parents and staff as it relates to a critical incident.

- Take all necessary and reasonable precautions to protect students, equipment, materials and facilities.
- Assist the administration in implementing policies and rules governing student life and conduct.
- Maintain accurate and complete records as required by law, district policy and administrative regulations.

**Physical Requirements/Environmental Conditions:**

1. Requires prolonged sitting or standing.
2. Occasionally requires physical exertion to manually move, lift, carry, pull, or push heavy objects or materials.
3. Occasional stooping, bending, and reaching.
4. Must work indoors and outdoors year-round.
5. Must work in noisy and crowded environments

**Method of Application: All interested candidates should submit an electronic letter of application and current resume to:**

Dr. MiUndrae Prince  
Assistant Chancellor  
Human Capital, Equity, and Accountability  
Education Achievement Authority of Michigan  
3022 West Grand Boulevard, Suite 14-652  
Detroit, Michigan 48202

By E-mail to: [mprince@eaaofmichigan.org](mailto:mprince@eaaofmichigan.org)

**Candidates may also contact the principal directly at [ddavis@eaaofmichigan.org](mailto:ddavis@eaaofmichigan.org)**

**Employee Signature Date**

NOTE: By signing this document I am agreeing to the statements contained in this job description. These statements reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility. It should not be considered an all- inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise balance the workload.